CS-376 **VACANCY NOTICE** 10-054 REV(8/08) FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT Systems Administrator TITLE OF POSITION: CLASSIFICATION CODE: 02796600 **Description of Position** 139, \$73170-82915 2475-90000-983 SALARY RANGE: REFERENCE POSITION NO .: Department or Agency Name Administration APPLICATION PERIOD: 9/3/2010-10/1/2010 Division/Section/Unit Information Technology Assignment(s) / Comments Previous applicants do not need to reapply Providence, RI Shift and Days: 1st (Monday-Friday) Job Location: Restrictions/Limitations: Position Covered By Collective Bargaining Union Agreement Yes No Name of Bargaining Unit Union List for this position See A/B or Both for Specific Instructions NOTE: If there is taken the exam and are reachable should apply. **INSTRUCTIONS:** A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either on the application or within a cover letter, both the File Position Title and Number. **Most Important** - Please include the following information: **General Information to Candidate E-VERIFY** . The title of the position for which you are applying . Name of department where you are currently employed **PROGRAM EMPLOYER** • Title of your present position and date you entered it · Your business telephone number Date you entered State service · Present Union Affiliations *** In certain agencies, bargaining union applicants will receive preferential consideration according to contract. **B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:** If indicated above that no civil service list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application. C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position. Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations

of the Americans with Disabilities Act (ADA).

Statement of Duties

Minimum Education & Experience

DUTIES / RESPONSIBILITIES:

To be responsible for planning, managing, organizing coordinating, reviewing and directing management, communications, planning and research technologies, and information systems.

EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:

(A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.)

Education: Such as may have been gained through: graduation from a college of recognized standing with a Master's Degree in Computer Science, Public Administration, Evaluation Research, Social Policy or related area; and Experience: Such as may have been gained through: development of information system design and operation, program design and supervision, research design and implementation, and quality control techniques and principles. The following experience and knowledge is preferred: experience with Oracle E-Business ERP applications and Oracle databases 10g or higher; experience with Windows Server or HP UX ; a thorough understanding of Oracle E-Business Suite database architecture to include the following modules: (Timesheets--Oracle Internet Time, Grants/Projects, General Ledger, Payables, Purchasing, Supplier, Sourcing, Receivables, Human Resources and Inventory); strong PL/SQL with thorough knowledge of PL/SQL procedures, functions and triggers; creating and supporting custom reports utilizing

Oracle Reports Builder 6i and custom written PL/SQL packages used to produce Excel reports; experience in using Develop Tools such as Oracle's Enterprise Manager, TOAD, SQL, Plus, Oracle Forms Builder 6i, Oracle Reports Builder 6i, Oracle Workflow Builder 2.6 or higher. Candidates must have Oracle ERP experience to be considered. Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Where to

Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to:

Kelly Durkin-Murray

Department of Administration Telephone #: (401) 222-1238

General Government Service Center Email: KellyM-resume@hr.ri.gov

One Capitol Hill, 3rd Floor TTY/TDD #: 711

Providence, RI 02908 (Telecommunication Device for the Deaf)

